



# APPLICATION FOR PARENT PARCEL AND FAMILY HOMESTEAD SUBDIVISIONS

Santa Rosa County Community Planning, Zoning & Development Division  
6051 Old Bagdad Highway  
Milton, FL 32583

Phone: (850) 981-7075 Fax: (850) 983-9874  
E-Mail: [planning@co.santa-rosa.fl.us](mailto:planning@co.santa-rosa.fl.us)

** FOR OFFICIAL USE ONLY **			
Application No.	_____ -PP- _____	Date Received:	_____
	_____ -FH- _____	Receipt:	_____
FEE:	<u>\$25.00</u>	Zoning District:	_____
FLUM Designation:	_____		

## INSTRUCTIONS:

Fill out and submit with attachments to the Community Planning, Zoning and Development Division.

1. Applicant Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Daytime Phone Number: (       ) \_\_\_\_\_  
Contact Person: \_\_\_\_\_
2. Owner(s) of Property: \_\_\_\_\_  
(If other than applicant, a **Certified or Notarized** letter granting permission from the landowner is required.)
3. Property to be used for Family Homestead or Parent Parcel Subdivision (street address):  
\_\_\_\_\_
4. Provide driving directions to the property. Give landmarks, side streets, etc. from a major

intersection.

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5. Describe present use of property:
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6. Describe with exact dimensions as to how the property will be divided on the site plan (attach a site plan depicting existing and proposed property boundaries).
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7. **(For Family Homestead Subdivisions only)** provide the name(s) and relation of the family member(s) who will receive each newly created lot.
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8. Give the Parcel or tax I.D. number (example: 15-1N-28-0120-00800-0040)
- \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_
9. The property is zoned: \_\_\_\_\_
10. Size of parcel (in acres or square footage) to be considered for the Family Homestead or Parent Parcel Subdivision:
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## **REQUIREMENTS:**

- A. A site plan of the property, showing property lines (existing and proposed), dimensions, structures (existing and proposed), abutting streets, and any other pertinent information must be attached to this application. All site plans must be drawn to scale.
- B. Provide a copy of the deed or other proof of legal interest in the property.
- C. Provide any covenants and restrictions if applicable.
- D. An easement maintenance agreement between property owners is required; or an access easement must be included in each newly created deed or legal description.
- E. For Family Homestead Subdivisions, the name and relation of each family member to receive each newly created lot.

## **GENERAL PROVISIONS:**

### FAMILY HOMESTEAD SUBDIVISIONS *(Article 6.05.02(G)(1), LDC)*

- A. The dividing of a parcel of land in the Agricultural zoning district (AG), resulting in a parcel which does not possess the required road frontage, may be approved by the Community Planning & Zoning Department with the following provisions:
  - 1. The divided parcel shall be only given without valuable consideration to a member of the donors immediate family, being defined as spouse, father, mother, brother, sister, son, daughter, stepchild, grandchild, or grandparent.
  - 2. Property being divided shall not be located within a recorded platted subdivision.
  - 3. The maximum allowable density of the parcel created shall not exceed the allowable density of one dwelling unit per acre.
  - 4. Except for street frontage and that which is herein contained, all other requirements of this ordinance shall be adhered to.
  - 5. An easement maintenance agreement between property owners is required or; an access

easement (minimum width 20 ft.) must be included in each newly created deed or legal description.

6. No new County roads are created.

PARENT PARCEL SUBDIVISION *(Article 6.05.02(G)(2), LDC)*

The dividing of a parcel of land in the Agricultural zoning district (AG), resulting in a parcel which does not possess the required road frontage, may be approved by the Planning & Zoning Department with the following provisions:

- A. A parent parcel may only be subdivided to create a maximum of three (3) new lots, which do not meet minimum road frontage requirements. The three new lots will include the remainder of the parent parcel if road frontage requirements cannot be met.
- B. Property being divided shall not be located within a recorded platted subdivision.
- C. The maximum allowable density of the parcel created shall not exceed the allowable density of one dwelling unit per acre.
- D. Except for street frontage and that which is herein contained, all other requirements of this ordinance shall be adhered to.
- E. An easement maintenance agreement between property owners is required; or an access easement (minimum width 20 ft.) must be included in each newly created deed or legal description
- F. No new County roads are created.

Lots created under this provision are exempt from platting requirements.

**Any violation of the above requirements and provisions may subject the property owner(s) to a citation(s) of up to \$400 per day.**

Approved by:

Planning & Zoning: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_